

DRAFT Transition Coordinator Proposed Competencies and Procedures for Approval



*Office of Special Education and
Early Intervention Services*

~~May~~ JULY 2006

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Transition Coordinator
DRAFT Proposed Competencies and Procedures for Approval
~~August 1, 2004~~
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~~These competencies and procedures are proposed in conjunction with proposed rule R 340.1799g, Transition coordinator; special requirements, and are designed to meet the requirement at subpart (1)(c) of the proposed rule.~~

In addition to meeting the requirements set forth in R 340.1799g(1)(a)(b), a transition coordinator must provide evidence of meeting the following competencies as established by the State Board of Education:

Competencies

~~A candidate for approval as a transition coordinator shall provide evidence of the following competencies:~~

1. Demonstrate knowledge of transition foundations to develop transition education, activities, and services for students, families, and service providers.
2. Demonstrate effective facilitation, coaching, and leadership skills at a group and individual level.
3. Demonstrate the ability to engage in collaborative transition service delivery, and utilize interagency agreements.
4. Facilitate/teach pertinent transition practices (issues) to support special education and agency staff including:
 - Federal/Michigan Law
 - Curriculum/Best Practice
 - Delivery of ~~t~~Transition ~~s~~Services
 - Interagency ~~e~~Collaboration
5. Understand outcome measurement and evaluation of transition services.

~~Evidence of these competencies must be documented in the candidate's portfolio.~~

Procedures for Approval

~~An application for transition coordinator approval is initiated by the school district, public school academy or intermediate school district which intends to employ the candidate as a transition coordinator. The application is filed directly with the Office of Special Education and Early Intervention Services (OSE/EIS).~~

~~The OSE/EIS will forward the application to a peer review panel consisting of (3) transition coordinators, appointed by the OSE/EIS. The peer review panel will review the application for evidence of meeting the qualifications stated in R340.1799g. The peer review panel will evaluate the candidate's portfolio to evidence the competencies listed above.~~

~~The peer review panel will provide a written determination of approval or disapproval to the candidate, the employing school district or public school academy and the OSE/EIS. A written determination of approval by the peer review panel is evidence of approval for employment as a transition coordinator.~~

A request for full approval as a transition coordinator will be recommended to the Michigan Department of Education (MDE) through the Special Education Personnel Approval System. The request will be initiated by the employing superintendent or designee, verifying that all of R 340.1799g has been met and will process the request through the intermediate school district to receive full approval from the MDE.

Duration of Approval

Any person who obtains approval as a transition coordinator under these procedures will remain qualified as a transition coordinator, unless the **Office of Special Education and Early Intervention Services (OSE/EIS)** revokes the approval for cause.

Transferability

Approval as a transition coordinator shall be valid for employment in any school district, public school academy, or intermediate school district in the ~~S~~state.

Effective Date of Approval

An approval granted under these procedures will be effective on the first day of employment as a transition coordinator in the school year in which the application for approval was submitted to the OSE/EIS.